

**Town of Chesterfield
Board of Selectmen
MINUTES
December 7, 2016**

CALL TO ORDER

Vice Chairman Brad Roscoe called the meeting to order at 6:08 p.m. Others in attendance were Norman VanCor and Rick Carrier, Town Administrator.

Selectman Jon McKeon requested to join the meeting via telephone. McKeon was not able to attend this meeting because there was too much snow and not enough time to get to the meeting. McKeon was alone in the room during his call with the selectboard.

VanCor moved to allow McKeon to join the meeting. Roscoe seconded the motion which passed unanimously.

Roscoe welcomed everyone to the meeting and reminded them that they need to be acknowledged by the chairman and requested that comments to be addressed to the board.

FOR SIGNATURE

- Manifest #49
- Selectmen Minutes – November 30, 2016
- Raffle Permit – Joan's Pantry

APPOINTMENTS

- **6:15 p.m. Arthur Philbrick – American Legion**
Present: Arthur Philbrick and Lester Fairbanks

Philbrick had submitted an increase in the budget for the American Legion to replace the flags and flag holders for the veteran's graves. He noted that the flags are not recycled and several have had to be replaced because they have been stolen from the cemeteries. The flags will be set up from Memorial Day through Veteran's Day. Fairbanks noted that flags are installed by the America Legion.

- **6:30 p.m. Erik Barnes – P&R Budget & Cottage Electricity**
Present: Erik Barnes and Peter Zampella

Barnes was sworn in for another term with the Parks & Rec Commission. He presented Articles for appropriation at the Town Meeting and the 2017 P&R budget. Revenue for 2016 was \$120,000 compared to \$106,000 in 2015. Cash flow for 2016 was \$15,865, compared to -\$24,000 in 2015. The overall P&R proposed budget is at 1.1% increase in expenses, decrease of -6.1% in Commission, Summer Program 9.7%, Wares Grove 3.9%, North Shore -17.1%.

Barnes and Zampella will put together an expense sheet for the usage on the electricity for the water pump at Wares Grove for reimbursement to Zampella.

- **7:15 p.m. Michael Bentley - 69 Forestview Property and Larkin Way**

Present: Michael Bentley, Andrew and Jackie Cullen

Bentley noted that the Cullens will be getting FHA financing for purchasing 69 Forestview Drive. The lender to the sales agreement has requested an amendment to remove Robert and Christina Furlone from the original sales agreement. The Town of Chesterfield is not responsible for any repairs to the house, which was sold "As Is". The Cullens have accepted the additional repairs for the renovation loan. Bentley requested an extension for the closing to December 21, 2016.

Roscoe moved to empower Rick Carrier to sign the deed or any paperwork required for this closing with respect to the sale of 69 Forestview Drive property to Andrew and Jackie Cullen. McKeon seconded the motion, which passed unanimously.

Bentley noted that the Larkin Way mylar, showing the easements, has been unrecorded at the Cheshire Registry of Deeds, per the request of Wendy Pelletier and the recording was deleted from the records. Bentley was reminded that Jim Larkin must put the monuments in place on Larkin Way. It was noted that Ron Bell designed the drainage and Wendy Pelletier was supposed to verify the layout of the road, as consistent to how David Mann designed the road and to its location. Pelletier's complaint was that only a NH Land surveyors stamp is appropriate and not the stamp of a registered engineer. Bentley has the unrecorded mylar in his possession.

26 Larkin Way sits on a five-acre lot. Carrier noted that if it is sold, it will have to come out of current use. Bentley noted that the Larkins paid the penalty for Land Use Change Tax when they took one acre out of current use when the house was built on that lot. Bentley would like to get the amount that will be due for the closing statement for the potential sale on December 23.

FOR DISCUSSION

- **Suggestion Box**

A suggestion was submitted regarding liability for the Spofford Hall concerning skateboards riding in the pool and bike riders on the roof. The writer had concerns as to who takes responsibility for placing/removing boards at the dam at Spofford Lake.

Roscoe noted that the selectmen discussed the removal of boards at last week's meeting. The selectmen were not made aware of skateboarders or bike riders at Spofford Hall and the town does not own that property. There are "No Trespassing" signs on the property and no one should be on that property without the owner's permission. A letter will go out to the resident who submitted the letter.

- **Selectmen Minutes Review – November 30, 2016**

VanCor moved to approve the meeting minutes of November 30 as amended. Roscoe seconded the motion, which passed unanimously.

- **Budgets – CRF Deposits, Misc. Health Agencies, Warrant Articles, General Government Buildings, Revenues**

CRF deposits total - \$223,500 (will be updated from P&R report); Misc. health agencies - 4.9%, Joan's Pantry is not requesting town funds; Gen. Gvt. Buildings/Town Hall/Office Buildings – 17.7%; Revenue Gvt. Bldgs. - \$3,000; Warrant Articles total - \$497,392 (less the P&R storm

water plan, the town hall annex project and the \$50,000 for broadband). Total Revenues - \$1,638,810. Carrier will confirm the 2016 Revenue budget.

- **Budget Updates – Conservation, OEM, Health Officer, Elections & One Line Budgets**

Carrier will rewrite and simplify the spreadsheet for the above revenues. Conservation: 21.5%; OEM Total: -66.4%; Health Officer: Level funded; Elections-Registration-Vital States Total: 13.5% (Town Clerk will not be doing boat registrations); One Line budgets: 21.3%.

- **General Insurance Budget History**

There has been an increase of \$13,500 for insurance over the past five years = 4.5% increase each year.

- **2017 Assessing Company**

The M&N contract has been sent to Primex and the Dept. of Revenue for their review.

- **January Postcard Mailer**

5x7 postcards will be mailed to the residents of Chesterfield for the upcoming annual school and town meetings and voting. The board was in favor of having the school annual meeting before the town annual meeting in March. Contact information will be included on the mailer to encourage signups to receive the monthly Chesterfield Happenings newsletter.

- **Keene Ambulance Contract**

The City of Keene has provided an updated renewal agreement for Ambulance Service for a three-year contract. The current contract expires on March 31, 2017. VanCor stated that he is waiting for the Rescue Inc. to complete their proposal with the town.

- **Town Report Dedication**

An individual has been chosen for the Town Report dedication. The write up was submitted and modifications will be made.

- **Town Hall Annex Project**

McKeon will provide updated floor plans.

OLD BUSINESS

Town Center Tree Committee: Tree removal is underway and will be completed by the end of the year.

Ambulance Options Committee: VanCor is waiting for quotes.

Old Town Office Building: Nothing has been received from Warren Stevens.

Meeting Room Window: Carrier will meet with Craig Robidoux next Monday.

Board/Commissions Appointment: Zoning and EDC will be addressed.

Code Storage Racks: Will hold off for getting racks until new Code Enforcement officer is hired.

Rescue Inc. Representative: Vacancy in position.

Rescue Inc. Contract: Current contract expires on July 1, 2017. VanCor is waiting to receive updated contract to review.

OTHER BUSINESS

The Town Employees Holiday Luncheon is scheduled for December 8 from noon to 1:00 p.m. at the Town Offices.

McKeon noted that an amendment was made for the Dead River proposal to pull out the LP portion from the plan at 22 Mill Road and will be addressed at the Planning Board meeting on December 12.

It was suggested that Skype be set up to be used during selectmen's meetings.

Roscoe noted that he met with a broadband provider and that provider requested that the town pay the entire bill. Roscoe will be meeting with another broadband provider before the end of the year.

Nonpublic RSA 91-A:3 II (e)

VanCor moved to go into nonpublic per RSA 91-A:3 II (d). Roscoe seconded the motion, which passed unanimously.

Roscoe moved to come out of nonpublic. VanCor seconded the motion, which passed unanimously.

Nonpublic RSA 91-A:3 II (b)

Roscoe moved to go into nonpublic per RSA 91-A:3 II (b). McKeon seconded the motion, which passed unanimously.

Roscoe moved to come out of nonpublic. VanCor seconded the motion, which passed unanimously.

With no other business to conduct, Roscoe moved to adjourn the meeting at 10:16 p.m. The motion was seconded by McKeon, which carried.

Respectfully submitted,

Patricia Grace
Secretary to the Selectboard

Approved by:

Jon P. McKeon, Chairman

Date

Brad Roscoe

Date

Norman W. VanCor

Date